



**MEETING MINUTES
BOARD OF SUPERVISORS, COUNTY OF MONO
STATE OF CALIFORNIA**

Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

**Special Meeting
May 25, 2022**

9:03 AM Call meeting to Order By: Chair Gardner

Supervisors Present: Corless, Duggan, Gardner, Kreitz, and Peters (all attended in person or via zoom).

Supervisors Absent: None.

The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015, forward, please go to the following link: <http://www.monocounty.ca.gov/meetings>

Pledge of Allegiance by Supervisor Duggan

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

- No comment was made

Chair Gardner:

- Discussed structure fire in Lee Vining that occurred last night, sending thoughts and prayers to the family and community

Break due to technical issues: 9:10 AM

Reconvened: 9:23 AM

2. AGENDA ITEMS

A. FY2022-23 Budget Workshop

Departments: CAO

(Robert C. Lawton, CAO; John Craig, Assistant CAO; Megan Mahaffey, Accountant III) -
Presentation by Departments of their requested FY2022-23 Departmental Budget.

Action: No Action. Presentation and Discussion only.

Introduced CAO Lawton:

- Thanked the Board, Department heads for their contributions (information)to this Budget
- Thanked Finance Director, Janet Dutcher, Megan Mahaffey, Cheyenne Stone, and John Craig.
- Administration
- Workforce Development
- Affordable Hosing
- Public Defender
- Grand Jury
- Veterans Services
- Farm Advisor
- Agriculture Commissioner
- Sustainable Recreation
- Contractual Relationships
- Housing Opportunities Manager – Sanjay Choudhrie
 - After July 1, will come to the Board with a proposal to develop a committee/commission to take a look in a comprehensive way to address Housing needs
- Since July 1, added a Human Resources Generalist
- Discussed plan for County recruitment – Human Resources Director position
- FTE – Budget Officer – From Finance to CAO Office
- FTE – Eastern Sierra Sustainable Recreation Coordinator from Public Works
- 2 new positions funded and created
 - FTE Emergency Operations Manager
 - FTE Emergence Operations Planner
- We applied last year and have been awarded a Grant for California Wildfire Safe Counsel for Wildfire Coordinator Grant

Supervisor Corless:

- Needed clarification on the where (what department) the 4 new FTE's are coming from
- Justin Caporusso – Communication Services?
- Grant writing – TFG or Ferguson Group

Chair Gardner:

- Wildfire Coordinator – working with the town and the county

Chair Gardner:

- Introduced Finance Director, Janet Dutcher

Break: 10:48 AM

Reconvened: 11:02 AM

Janet Dutcher, Finance Director

- Finance Department
 - Discussed Budget and her background in Finance and explained Megan Maheffy's role and importance of the County
- Accomplishments
 - Successfully completed the NACo Leadership: - Kim Bunn, Cameron Frank, James Ybarra and Joanne Werthwein
 - Working on cross training employees
 - Fully staffed as of May 16
 - Workshops – Pension Liability
- Software migration – Innoprise is no longer supported, new software is City Sweep
 - Capital Asset Tracking
- Copier Pool
- Debt Service Fund
- General Revenues
- Cannabis Tax Fund
- High Level Changes
 - Underfilling – FTS and Accountant I positions
 - Vendor Cost – external auditors (cost gone up between 3-7 percent)
 - Working a plan for Special District Audits – Special Districts pay a fee, and the county covers the remaining (explains the 40 percent discount that may apply)
 - Craig Fecker – In memory
 - Travel and Training Budget – zoom meetings and training are over, cost will go up due to travel and inflation
- Economic Stabilization
- General Reserve
- Contingency
- Disaster Assistance
- EMS Fund
- Finance Budget
 - Revenue changes
 - Transfer of Megan to CAO's Office
 - Secured Property Tax
 - Collection Rate
 - TOT – 10 -12 years of results by quarter
 - Sales Tax is up

Chair Gardner:

- Thanked Janet for presentation
- Revenue Sources?

Supervisor Peters:

- Where would the COVID relief/Tribal Subliminal go? **Janet** – General Fund, no strings attached
- Thanked Janet to getting the County to the good place that we in currently, appreciation all of Megan's efforts also

Supervisor Duggan:

- Recognized Janet and her staff's efforts and her mentorship

Supervisor Corless:

- Expressed her gratitude and appreciation for Janet and her dedication to the County
- Needs clarity on Finances new role, will the analysis going to be coming from Finance or CAO Office
- Recommendation – reducing contingency amount
- Current Balance for the General Reserve?

Supervisor Kreitz:

- Echo Supervisor Corless words, appreciates your passion and are a role model
- Economic Stabilization – where are we with our recommendation?

Lunch Break: 12:02 PM

Reconvened: 12:37 PM

Chair Gardner:

- Introduced CAO Lawton

Robert C. Lawton, CAO:

- Developing a tentative budget prior to July 1, in August with a proposal for a recommended budget
- Russ Branson – June 7 meeting to present revenue and expenditure projection
- June 14 – will provide the Board with a finished tentative budget
- Continued to discuss the plan for tentative budget
- ARPA Funding
- Asks from the Board
 - Directions/Asks of the CAO Office
 - Looks forward to advice from the Board

Chair Gardner:

- Asks the Board Members to give their input and direction for the CAO Office

Supervisor Duggan:

- With deficit – Do we have enough funds to carry out the services that we have been providing?
- After inflation – do we have enough for the things we want to do?
- Do we have the resourcing to peruse Grants/Funding to help with these projects we want to do?
- Good to see – what the needs of certain departments have and what departments have in excess and how other departments can benefits and encourages staff to work with other departments for resources

Supervisor Peters:

- Thanked all the departments for delivering their Budgets
- Goal should be to get to the 25 percent - Economic Stabilization
- Our focus should be to build up reserve
- Using interest for debt service is a great idea
- Concerns
 - what a solid CARB plan is?
 - Solid Waste
- Supports the Courthouse painting and rehab in general – suggested taking it a step further and bring in local artists and making more accessible to the public

- Employee Wellness – not only in crisis moments but being proactive in employee wellness
- Housing – good outreach and who is going to participate (demographics)
- Supports the Communication Manager Position
- Support Economic Development and all their asks – makes our county well rounded

Supervisor Kreitz:

- Economic Stabilization – priority to get to the 25 percent mark
- Courthouse – in favor of maintenance
- Housing – priority for the community, need to continue to address
- Supports putting a committee to for Housing Opportunities

Supervisor Corless:

- Concern – Tough to give recommendation without having the big picture
- Worry that there is unnecessary time limits/pressure in this process, can result in having to put projects against one another
- Worry that there is not enough time, would rather take more time then be rushed – wants staff to have adequate time, Push back to the 14th
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- Request – effort in understanding what asks are a onetime ask
- Priority - Build up reserves

CAO Lawton:

- Must we adopt a tentative budget? **Janet** – yes
- CAO Office would welcome additional time
- What action would the board like to take?
- Come to the board on June 7th with requested information and with a clear plan on how to implement extended deadline

Chair Gardner:

- Agrees that more time is necessary
- We need to see everything all together, sooner rather than later
- Suggested - Push back to the 14th
- Increases to pension and employee
- Discusses Cannabis revenue – we need to use this

Direction: Chair Gardner:

- *Meet our legal requirements and take our time to make the best decisions we can*

ADJOURN AT 2:12 PM

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ATTEST

Bob Gardner

Bob Gardner (Sep 14, 2022 16:34 PDT)

**BOB GARDNER
CHAIR OF THE BOARD**

Danielle Patrick

**DANIELLE PATRICK
SENIOR DEPUTY CLERK – ELECTIONS ASSISTANT**